



## 2018 Mayor's Community Service (MCS) Awards

Greetings,

The Mayor's Community Service Awards – a prestigious honor given by the Mayor's Office – will once again recognize Indianapolis citizens for their volunteer contributions and commitment to community service.

**Marion County Residents** can be nominated in one of several categories including Arts, Business, Faith-Based Organizations, Special Needs, Education, Elderly, Health/Hospitals, Media, Neighborhood, Philanthropy, Sports, and Youth Services. Please see the attached Nomination Form for the Eligibility and Criteria Requirements for the recipients' consideration.

Award nominations are open to those residing in the Indianapolis/Marion County community. If you would like to nominate a candidate, please complete the attached nomination form, and return it **no later than Thursday, March 1, 2018** which is the deadline.

Mayor Joe Hogsett will honor MCS award recipients with a ceremony at the Indiana Historical Society on **Monday, April 16, 2018**. The names of each recipient will be engraved on individual bricks and will be placed at the Mayor's Volunteer Plaza at the 11th Street Admiral Spruance basin on the Canal.

The final entry date is **March 1, 2018**. If the nomination form is received after the deadline date, it will be included in the next year's selection process. For more information, or to access the nomination form online, please visit the Mayor's homepage at:

Please submit nomination forms to:  
MCS Awards, Cameron Radford, Office of the Mayor  
200 E. Washington Street, Rm. 2501 City-County Building  
Indianapolis, IN 46204  
or  
Fax: (317) 327-3980/E-mail: [Front.Porch@Indy.gov](mailto:Front.Porch@Indy.gov)

Thank you for your interest in this community and this important award!

Sincerely,  
Cameron Radford  
Director of Community Outreach  
City of Indianapolis | Office of Mayor Joe Hogsett

## **MCS Awards**

The Mayor's Community Service Awards were created to recognize Indianapolis citizens for their volunteer contributions and commitments to community service. Volunteers from all areas of Indianapolis and Marion County will be recognized. The voluntary service demonstrated should be unpaid and not an employment responsibility.

Mayor Joe Hogsett will honor MCS award recipients in a ceremony on April 16, 2018. A panel of judges comprised of Indianapolis/Marion County representatives will select award recipients.

### **Eligibility and Criteria for the MCS Award**

- The MCS nominee should be committed to improving the City of Indianapolis and Marion County through voluntary personal service to its citizens to meet community needs.
- The MCS nominee will be judged on initiative and good work accomplished through volunteer service.
- Nominations should be made for direct service, board service or administrative volunteering.
- An individual, agency, corporation, or organization may nominate individuals.
- Decisions made by the judges are final.
- Nominees must be residents of Indianapolis/Marion County.

### **Tips for Completing the Nomination Form**

Your essay may want to address one or more questions like...

- How many hours does the nominee volunteer per month?
- Describe the need for the volunteer's service.
- Did the nominee start a new program, use new methods to solve problems, initiate activities, or promote collaboration with other organizations? Explain.
- Describe the impact of the nominee's service on the community.
- You are encouraged to interview your nominee (or get a quote from them on their thoughts about volunteerism) to gain a deeper level of information concerning their volunteer service, motivation, and any special or unique challenges or circumstances.

### **MCS Deadline**

If nomination form is received after the deadline date, it will be included in next year's selection process.

**2018 Deadline: March 1, 2018**

#### ***SEND TO:***

MCS Awards, Cameron Radford, Office of the Mayor  
200 E. Washington Street, Rm. 2501 City-County Building  
Indianapolis, IN 46204

or

Fax: (317) 327-3980 /E-mail: [FrontPorch@Indy.gov](mailto:FrontPorch@Indy.gov)

You may retrieve the form via the link below:

[www.Indy.gov/FrontPorch](http://www.Indy.gov/FrontPorch)

**Submit nomination form by March 1, 2018**

## 2018 Mayor's Community Service (MCS) Awards

### ***The MCS Official Nomination Form***

**Nominee:** Indicate Mr., Miss, Mrs., Ms.

Name \_\_\_\_\_ Day Time Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Employer \_\_\_\_\_

Please check the appropriate age classification for your nominee:

☐ Youth (18 and under) ☐ Young adult (19-25) ☐ Adult ☐ Senior (60 and over)

**Verification:** To qualify, a nominee must have three references who may be contacted to verify the scope and extent of the nominee's activities. References should be persons familiar with the community service activities for which the nomination is made and should not include either the nominee or any persons related to the nominee. The nominator may not be included as one of the three references listed below.

Name \_\_\_\_\_ Day Time Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Agency/Organization \_\_\_\_\_

Name \_\_\_\_\_ Day Time Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Agency/Organization \_\_\_\_\_

Name \_\_\_\_\_ Day Time Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Agency/Organization \_\_\_\_\_

### **Nominator:**

Name \_\_\_\_\_ Day Time Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Agency/Organization \_\_\_\_\_

Signature \_\_\_\_\_

## 2018 Mayor's Community Service (MCS) Awards

Please use the remainder of the page to highlight how your nominee volunteers to serve our community (comments can be either typed or handwritten). Please limit your comments to 500 words or less; however, if more space is needed, one additional sheet of paper will be accepted. Do not submit supplementary material, such as news or magazine articles, awards or personal transcripts. When completed, please review the entire nomination form. Failure to complete or follow nomination rules will result in disqualification.

Check the area that best fits the nominee's volunteer activities.

☐ Arts      ☐ Business      ☐ Faith-Based Organizations      ☐ Special Needs      ☐ Education

\_\_\_ Elderly    \_\_\_ Health/Hospitals    \_\_\_ Media    \_\_\_ Neighborhood    \_\_\_ Philanthropy

\_\_\_ Sports      \_\_\_ Youth      \_\_\_ Miscellaneous

[illegible]

**Please submit nomination form by March 1, 2018**